



N.H. Board of Accountancy

NH Joint Board, 57 Regional Drive
Concord, NH 03301 603-271-2219

Return to Active Practice Information

Continuing Professional Education (CPE) Filing Forms

- A) Complete the CPE reporting form and application with all requested information. You may make more copies of the CPE reporting page if applicable.
- B) Limitations for claiming CPE:
 - 1. Under Speaker, Discussion Leader, Instructor, you can only claim 50 % of your hours.
 - 2. Under Published Articles & Books, you can only claim 50% of your hours.
 - 3. There is no restriction for the amount of CPE you can earn in Self Study or Educational Programs Attended.
- C) Required Number of hours and dates of your CPE
 - 1. You will need to report 120 hours all of which had to be earned in the previous renewal period in effect for your recent missed renewal. Please find the most current renewal period below:

N-Z July 1, 2007 through June 30, 2010
 - 2. You will also need to obtain 4 hours of ethics during the above renewal period which is included in the 120 not in addition to.
- D) Documentation for all CPE hours claimed on this form must be provided with this return to active practice. Documentation must be in the form of certificates of completion that qualify under Ac 403.02.
- E) Fees: Please submit \$275.00 for a three year renewal. You may pay by check, money order, cash or the attached form. If you use the attached form you will need to call the Board of Accountancy to give them your credit card number after submitting this form.
- F) Please remember that you may not practice public accounting under the CPA designation while unlicensed.
- H) Upon receipt we will review for compliance and if approved you will receive your license and renewal information. If there are any problems omissions or errors we will contact you.